



Sean Rogan
Executive Director

**COMMUNITY DEVELOPMENT COMMISSION
of the County of Los Angeles**

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Commissioners

October 18, 2016

The Honorable Board of Commissioners
Community Development Commission
County of Los Angeles
383 Kenneth Hahn Hall of Administration
500 West Temple Street
Los Angeles, California 90012

Dear Commissioners:

ADOPTED

BOARD OF SUPERVISORS
COUNTY OF LOS ANGELES

3-D October 18, 2016

LORI GLASGOW
EXECUTIVE OFFICER

**ADOPT, ADVERTISE AND AWARD CONSTRUCTION CONTRACT FOR SOUTH LOS ANGELES
STATION YOUTH ACTIVITIES LEAGUE AND CENTURY STATION YOUTH ACTIVITIES LEAGUE
PROJECTS
(DISTRICT 2) (3 VOTE)**

SUBJECT

The recommended actions will adopt the plans and specifications for the South Los Angeles Station Youth Activities League and Century Station Youth Activities League (Projects); allow advertising for construction bids, and authorize the Executive Director of the Community Development Commission (Commission), or his designee, to award and execute a single construction contract for both Projects.

IT IS RECOMMENDED THAT THE BOARD:

1. Find that the proposed South Los Angeles Station Youth Activities League and Century Station Youth Activities League Projects, are exempt from provisions of the California Environmental Quality Act, (CEQA), for the reasons stated in this letter and in the record of the Projects.
2. Adopt the plans and specifications that are on file with the Commission's Construction Management Unit for the rehabilitation of the Projects.
3. Authorize the Executive Director, or his designee, to advertise the Projects for bids to be received and opened in accordance with the Instruction Sheet for Publishing Legal Advertisements.
4. Authorize the Executive Director, or his designee, to award and execute a single construction contract with the apparent Lowest Responsive and Responsible Bidder for both Projects as long as

the bid amount does not exceed the estimated construction cost of \$1,993,380 for the Projects funded by Utility User Tax Funds, and to establish the effective date of the contract, in the form previously approved by County Counsel, upon receipt of acceptable performance and payment bonds and evidence of required contract insurance, following Board approval, and to take actions necessary and appropriate to fully deliver the Projects.

5. Authorize the Executive Director, or his designee, upon his determination and, as necessary and appropriate, to terminate the contractor's right to proceed with the performance of the Contract or to terminate the Contract for convenience.

6. Approve a contingency amount of 10% of the Construction Contract amount using the same source of funds for unforeseen Project costs and authorize the Executive Director, or his designee, to approve individual changes or additions in the work being performed under the Contract, and use the contingency amount for such changes or additions pursuant to the authority and subject to the limitations set forth in California Public Contract Code Section 20142.

7. Delegate authority to the Executive Director, or his designee, to determine that a bid is non-responsive, and to reject all non-responsive bids, to award the Construction Contract to the next lowest responsive and responsible bidder; to waive inconsequential and nonmaterial deficiencies in bid submittals; and reject all bids and rebid, if necessary, and determine, in accordance with the applicable contract and bid documents, whether the apparent lowest responsive and responsible bidder has timely completed all conditions for contract award.

8. Authorize the Executive Director, or his designee, to approve and accept the Projects at completion on behalf of the County.

PURPOSE/JUSTIFICATION OF RECOMMENDED ACTION

Approval of the recommended actions will find that the proposed Projects are exempt from the provisions of CEQA, adopt the plans and specifications for the Projects, allow advertising for construction bids, and authorize the Executive Director, or his designee, to award and execute a single construction contract with the apparent lowest responsive and responsible bidder for both Projects. The Commission is overseeing the development and construction of the Projects on behalf of the County.

Plans and specifications and jurisdictional approvals have been completed, and we are recommending that the Board adopt and advertise these documents for construction bids as required under the Public Contract Code.

In order to expedite construction of the Projects, it is recommended that the Board authorize the Executive Director, or his designee, to award and execute a construction contract to the apparent lowest responsive and responsible bidder if the low bid does not exceed the estimated construction cost amount of \$1,993,380.

In addition, authority is requested for the Executive Director, or his designee, to approve individual changes or additions in the work being performed under the Contract using the contingency amount for such changes or additions, pursuant to the authority and subject to the monetary limitations set forth in California Public Contract Code section 20142.

FISCAL IMPACT/FINANCING

There is no impact on the County general fund. On November 10, 2015, your Board authorized the Commission to accept and incorporate \$3,770,800 from the County in Utility User Tax for the development and construction activities associated with the Projects, to include interior refurbishment, accessibility upgrades, landscaping upgrades, and other related building and site improvements. The Commission's construction cost estimate for the contract is \$1,993,380 without contingency. The Budget Summary is included in Attachment A.

Approval of a 10% contingency is requested using the same source of funds for unforeseen costs for the Projects. In addition, authority is requested for the Executive Director, or his designee, to approve individual changes or additions in the work being performed under the Contract, using the contingency amount for such changes or additions, pursuant to the authority and subject to the monetary limitations set forth in California Public Contract Code section 20142.

FACTS AND PROVISIONS/LEGAL REQUIREMENTS

On February 2, 2016, your Board approved a contract with Martinez Architects in the amount of \$466,875 for design and other related services to refurbish and upgrade the sites.

A total of \$2,386,228 is allocated to the South Los Angeles Station Youth Activity League site located at 11911 South Vermont Avenue, for upgrades to the existing two-story building that was originally constructed in 1952. The modifications to the building will include interior refurbishment, accessibility upgrades, landscaping improvements, skate park, soccer field, and other related building and site improvements.

A total of \$1,384,572 is allocated to the Century Station Youth Activity League site located at 7901 South Compton Avenue for improvements to the existing two-story building that was originally constructed in 1954. The modifications will include the enlargement of the existing lobby, interior refurbishment, accessibility upgrades, and a new water-conserving landscape in place of the existing turf.

In accordance with the Board's Civic Art Policy amended on August 11, 2015, the Project budgets include 1 percent of design and construction costs allocations to the Civic Art Fund.

A standard construction contract will be used that contains terms and conditions supporting the Board's ordinances, policies, and programs, including, but not limited to: the County's Greater Avenues for Independence and General Relief Opportunities for Work Programs, Notice to Employees Regarding the Federal Earned Income Credit (Federal Income Tax Law, Internal Revenue Service Notice 1015) will be used.

The plans and specifications include the contractual provisions and material requirements necessary for the Projects and are on file with the Commission's Construction Management Unit.

It is anticipated that the Projects will be completed in 150 days following the required commencement date identified in the Notice to Proceed. The Commission will act on behalf of the County of Los Angeles, the owner of the Projects, to approve and accept the Projects upon completion.

ENVIRONMENTAL DOCUMENTATION

The proposed Projects are within a class of projects that have been determined not to have a significant effect on the environment in that they meet the criteria set forth in Section 15301 of the CEQA Guidelines and Class 1 of the County's Environmental Document Reporting Procedures and Guidelines, Appendix G. The South Los Angeles Station Youth YAL Project located at 11911 South Vermont Avenue in Los Angeles will include interior cosmetic improvements, an ADA ramp, landscaping improvements, new skate park to replace the existing skate park, a mini soccer field on a portion of the parking lot, new building signage and exterior lighting, re-asphalted and re-stripped parking lot, and other related building and site improvements. The Century Station Youth Activity League Project located at 7901 South Compton Avenue in Los Angeles will include the enlargement of the existing lobby, interior refurbishment, accessibility upgrades, and a new water-conserving landscape in place of the existing turf.

The Projects will involve negligible expansion of an existing use. In addition, there are no cumulative impacts, unusual circumstances, or other limiting factors that would make the exemption inapplicable based on the Projects' records.

In addition, these projects will not adversely affect natural watercourses, wetlands, environmentally sensitive areas, remove scenic resources, remove rare plants or mature trees.

Upon your Board's approval of the Projects, we will file a Notice of Exemption with the County Clerk in accordance with Section 15062 of the State CEQA Guidelines.

CONTRACTING PROCESS

A single advertisement for construction bids will be issued for both Projects, in accordance with the County's standard Instruction Sheet for Publishing Legal Advertisements. As requested by the Board on February 3, 1998, this contract opportunity will be listed on the "Doing Business with Us" website. As required by the Board, language has been incorporated into the Projects' bid documents stating that the contractor shall notify its employees, and shall require each subcontractor to notify its employees that they may be eligible for the Federal Earned Income Credit under the Federal Income Tax Law (Federal Income Tax Law, Internal Revenue Service Notice 1015).

In order to boost the local economy and enhance employment opportunities for local construction workers and disadvantaged local workers, the selected contractor and its subcontractors will adhere to the Countywide Local and Targeted Worker Hire Policy adopted by the Board on September 6, 2016, for both Projects.

Participation by Community Business Enterprises (CBE) in the Projects is encouraged through the Commission's CBE Outreach Program and by monitoring the good-faith efforts of bidders to subcontract with CBEs.

A single construction contract will be executed with the apparent Lowest Responsive and Responsible Bidder for both Projects, in the form previously approved by County Counsel, upon receipt of acceptable performance and payment bonds and evidence of required contract insurance.

IMPACT ON CURRENT SERVICES (OR PROJECTS)

Approval of the recommended actions will allow for the interior refurbishment, accessibility upgrades, and other related building and site improvements to the Projects resulting in enhanced services and

The Honorable Board of Commissioners

10/18/2016

Page 5

effective resources to the community for many years to come.

Respectfully submitted,

A handwritten signature in black ink, appearing to read "Sean Rogan", followed by a horizontal line.

SEAN ROGAN

Executive Director

SR:SS:so

Enclosures

Attachment A

**SOUTH LOS ANGELES STATION YOUTH ACTIVITIES LEAGUE
CENTURY STATION YOUTH ACTIVITIES LEAGUE**

Estimated Budget

I. PROJECT FUNDING CHART

Project Budget Category	South LA Station YAL	Century Station YAL	Total Funding
Soft Cost	417,613	260,469	678,082
Hard Cost	1,289,650	703,730	1,993,380
Hard Cost Contingency	128,965	70,373	199,338
CDC/CMD Fees	550,000	350,000	900,000
Total	2,386,228	1,384,572	3,770,800

Attachment B

**CONSTRUCTION CONTRACT
SOUTH LOS ANGELES STATION YOUTH ACTIVITIES LEAGUE
CENTURY STATION YOUTH ACTIVITIES LEAGUE
ADOPT, ADVERTISE, AND AWARD**

PUBLISHING LEGAL ADVERTISEMENTS: In accordance with the State of California Public Contract Code Section 20125, you may publish once a week for two weeks in a weekly newspaper or 10 times in a daily newspaper. Forward three reprints of this advertisement to the Community Development Commission, Construction Management Unit, and 700 West Main St., Alhambra, California 91801.

**SAMPLE NOTICE
INVITING BIDS**

Notice is hereby given that the Community Development Commission will receive sealed bids for furnishing all materials, labor, and equipment required to complete construction for the following work:

<u>SD</u>	<u>PROJECT</u>	<u>DATE OF BID OPENING</u>
2	South Los Angeles Station Youth Activities League 11911 South Vermont Avenue Los Angeles, CA	(To Be Determined)
2	Century Station Youth Activities League 7901 South Compton Avenue Los Angeles, CA	(To Be Determined)

Copies of the projects specifications and drawings may be downloaded free of charge from the Community Development Commission of the County of Los Angeles website (<http://www.lacdc.org>). For bid information, please contact Ms. Vivian Saavedra of the Construction Management Unit (626) 586-1785. Each bid shall be submitted on the required form, sealed, and filed at the Commission's headquarters no later than 2:00 p.m. on the date indicated. Bids will be publicly opened, examined, and declared by the Commission at 2:15 p.m. on this date in the conference rooms at 700 West Main Street, Alhambra, California 91801.

These projects require the general contractor firm to possess a B license classification at the time of bid.

The general contractor and all of its subcontractors of any tier shall be required to pay prevailing wages to all workers employed in the execution of the project in accordance with Labor Code Section 1770. Copies of the prevailing rate per diem wages are on file at the Commission, which shall be made available to any interested party upon request.

PREBID CONFERENCE

The Community Development Commission Construction Management Unit will hold a prebid conference at 10 a.m., on XXXX, 2016, at, 11911 South Vermont Ave, Los Angeles, California 90044 to provide information on the scope of work and answer basic questions from the potential bidders. Detailed questions or additional information must be submitted in writing to Ms. Susana Oliveros with the Community Development Commission Construction Management Unit at Susana.oliveros@lacdc.org or you may contact her at (626) 586-1782.

OTHER INSTRUCTIONS

The County supports and encourages equal opportunity contracting. The contractor shall make good faith efforts as defined in Section 2000 of the Public Contract Code relating to contracting with Community Business Enterprises.

The Board of Supervisors reserves the right to reject any or all bids or to waive technical or inconsequential errors and discrepancies in bids submitted in the public's interest.

Si necesita información en español, por favor llame al Telefono (626) 586-1782.



Individuals requiring reasonable accessibility accommodations may request written materials in alternate formats, physical accessibility accommodations, sign language interpreters or other reasonable accommodations at (626) 586-1782, from 8:00 a.m. to 5:00 p.m., Monday through Thursday (excluding holidays). Persons who are deaf or hard of hearing may make contact by first dialing the California Relay Service at 7-1-1. Requests should be made at least one week in advance to ensure availability. When making a reasonable accommodation request, please reference the Project.



Individuos que requieran acomodamiento razonable accessible pueden solicitar materiales escritos en formatos alternativos, acomodamiento fisico accesible, intérpretes en lenguaje de señas Americano ú otros acomodamientos razonables comunicándose al (626) 586-1782, de 8:00 a.m. a 5:00 p.m., Lunes a Jueves (excluyendo días festivos). Personas sordas o con problemas auditivos pueden comunicarse primero marcando al Servicio de Difusión de California al 7-1-1. Solicitudes pueden hacerse por lo menos una semana antes para asegurar disponibilidad. Cuándo se haga una petición reasonable para acomodo, por favor mencione este proyecto.